

ROSEVILLE RECREATION CENTER

18185 Sycamore Street
Roseville, MI 48066
(586) 445-5480

BUILDING USE POLICY

- Weekday – Monday – Thursday, Friday before 4:00 p.m.
- Weekends – Friday after 4:00 p.m., Saturday - Sunday

GROUP I – RECREATION DEPARTMENT AFFILIATED ORGANIZATIONS

DEFINITION:

Organizations or groups that work in conjunction with the Parks & Recreation Department in the operation of Department-sponsored programs shall be permitted use of the Recreation Center through the application process with no assessment of rental fees.

Custodial or supervisor fees may be assessed if building use occurs after hours or on weekends, as determined by the Parks & Recreation Director.

GROUP II – ROSEVILLE SERVICE AND NONPROFIT ORGANIZATIONS

DEFINITION:

Roseville service and nonprofit organizations (ie Lion's Club, Optimists, Kiwanis...) Nonprofit rate rentals are limited to twice-a-month for weekday meetings or one-time fundraiser events on weekends (weekdays are Monday through Thursday).

FEES:

Room 1 (Capacity 60)	\$25 for the first 3 hours (\$40 weekends)	\$10 each additional hour
Room 2 (Capacity 40)	\$25 for the first 3 hours (\$40 weekends)	\$10 each additional hour
Room 3 (Capacity 50)	\$25 for the first 3 hours (\$40 weekends)	\$10 each additional hour
Activities Center (Capacity 100)	\$90 for the first 3 hours	\$25 each additional hour

NOTE: A \$25 setup fee is assessed to all room rentals

In addition, the cost of services for Building Supervisors will be charged when the use of the facility occurs *after hours or on weekends*. The hours of Building Supervisor will be determined by the Parks & Recreation Director.

The setup fee will be waived for Roseville Community Service Clubs, for regular meetings only, when scheduled and paid a minimum of 30 days in advance for weekday rentals Monday through Thursday.

SPECIAL EVENTS AND/OR FUNDRAISERS

The room rental fee may be waived for Roseville community service organizations and nonprofit organizations scheduling a fundraiser and/or special event if:

1. The request is made in writing to the Parks and Recreation Director at least 30 days in advance of the event.
2. Proceeds/results from the events will directly benefit Roseville residents or enhance positive community values.
3. The event does not require the scheduling of additional Parks and Recreation staff. Should additional staff be required, additional fees will be assessed.
4. The nonprofit organization is not based in Roseville, the event must directly benefit the residents of Roseville.

Waiver of fees for a special event/fundraiser may be granted for a community service organization or nonprofit group only once within a calendar year.

GROUP III – WEDDING & BABY SHOWERS – BIRTHDAY & HOLIDAY PARTIES – WAKES

DEFINITION: Private parties for the purpose of wedding showers, baby showers, birthday parties, corporate or family holiday parties, and wakes.

RESIDENT FEES: Applicant must provide proof of residency and be in the building during the rental period as the responsible party.

Room 1 (Capacity 60)	\$120 for first 4 hours	\$30 each additional hour
Room 2 (Capacity 40)	\$120 for first 4 hours	\$30 each additional hour
Room 3 (Capacity 50)	\$120 for first 4 hours	\$30 each additional hour
Activities Center (<i>Capacity 100</i>)	\$240 for first 4 hours	\$60 each additional hour

NOTE: A \$25 setup fee is assessed to all room rentals

NONRESIDENT FEES:

Room 1 (Capacity 60)	\$150 for first 4 hours	\$50 each additional hour
Room 2 (Capacity 40)	\$150 for first 4 hours	\$50 each additional hour
Room 3 (Capacity 50)	\$150 for first 4 hours	\$50 each additional hour
Activities Center (<i>Capacity 100</i>)	\$300 for first 4 hours	\$80 each additional hour

NOTE: A \$25 setup fee is assessed to all room rentals

In addition, the cost of services for Building Supervisors will be charged when the use of the facility occurs *after hours or on weekends*. The hours of Building Supervisor will be determined by the Parks & Recreation Director.

GROUP IV – POLITICAL OR PRIVATE ORGANIZATIONS & SPECIAL INTEREST GROUPS

DEFINITION: For meetings or organizations or groups who serve political, private, or special interest.

ROSEVILLE BASED:

Room 1 (Capacity 60)	\$75 for first 3 hours	\$25 each additional hour
Room 2 (Capacity 40)	\$75 for first 3 hours	\$25 each additional hour
Room 3 (Capacity 50)	\$75 for first 3 hours	\$25 each additional hour
Activities Center (<i>Capacity 100</i>)	\$150 for first 3 hours	\$50 each additional hour

NOTE: A \$25 setup fee is assessed to all room rentals

NON-ROSEVILLE BASED:

Room 1 (Capacity 60)	\$100 for first 3 hours	\$40 each additional hour
Room 2 (Capacity 40)	\$100 for first 3 hours	\$40 each additional hour
Room 3 (Capacity 50)	\$100 for first 3 hours	\$40 each additional hour
Activities Center (Capacity <i>100</i>)	\$225 for first 3 hours	\$80 each additional hour

NOTE: A \$25 setup fee is assessed to all room rentals

In addition, the cost of services for Building Supervisor will be charged when the use of the facility occurs *after hours or on weekend*. The hours of Building Supervisor will be determined by the Parks & Recreation Director.

RECREATION CENTER GYM RENTALS

DEFINITION: This program is designed for groups of 20 people or less (NO SPECTATORS). The activities are limited to basketball, volleyball, athletic conditioning, etc. (Baseball/Softball and Soccer **conditioning** are permitted with prior approval from the Parks and Recreation Director or Assistant Director.)

RESIDENT FEES: Applicant must provide proof of residency and be in the building during the rental period as the responsible party.

Gym I	Weekdays \$70.00 for 2 hours	\$35.00 for each additional hour
Gym I	Weekends \$80.00 for 2 hours	\$40.00 for each additional hour
Gym II	Weekdays \$65.00 for 2 hours	\$32.50 each additional hour
Gym II	Weekends \$75.00 for 2 hours	\$37.50 each additional hour

NONRESIDENTS:

Gym I	Weekdays \$ 90.00 for 2 hours	\$45.00 each additional hour
Gym I	Weekends \$105.00 for 2 hours	\$52.50 each additional hour
Gym II	Weekdays \$80.00 for 2 hours	\$40.00 each additional hour
Gym II	Weekends \$90.00 for 2 hours	\$45.00 each additional hour

LOCKER ROOM FEE: \$20 for use of locker rooms with a gym rental.

NOTE: It is the responsibility of the gym rental applicant to make sure that the participants are wearing non-marking shoes!

SMOKING AND ALCOHOLIC BEVERAGES ARE NOT ALLOWED ANYWHERE IN THE BUILDING
ALCOHOL IS NOT PERMITTED ON CITY PROPERTY, PER CITY ORDINANCE 71-6

Revised 2005
Revised 2007
Revised 2009